



UNITED STATES MARINE CORPS
MANPOWER INFORMATION SYSTEMS SUPPORT ACTIVITY
1500 E. BANNISTER ROAD
KANSAS CITY, MISSOURI 64197-0520

IN REPLY REFER TO
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IAB
13 Feb 04

ONLINE USER MANUAL UPDATE NOTICE 2-03

Subj: MARINE CORPS TOTAL FORCES SYSTEM PERSONNEL REPORTING
INSTRUCTION MANUAL (MCTFSPRIM) USER MANUAL

1. Purpose. To provide information concerning recent updates to the MCTFSPRIM User Manual encompassing changes up through Software Release 1-04. These changes will be blue in the on-line PRIM.
2. Summary of Changes.
 - a. Chapter 5. Under Record of Emergency Data in Section 2, changed placement of the RED CERTIFICATION from 'bottom of the document side' to 'bottom of the standard'. (Change submitted by PFC Charles Williams, DPAC, 2d MarDiv); removed paragraph 50704.2.c (Change submitted by Vickie Krider, MISSA); and added paragraph 50701.1.b. (Change submitted by Vickie Krider, MISSA)
 - b. Chapter 7. In Section 5 under Forfeitures and Fines, changed the Table number for reporting a forfeiture. (Change submitted by CW03 Gary Parks)
 - c. Chapter 8. Updated TSP contribution percentage and maximum contribution for CY 2004 in Section 10. (Change submitted by Cpl Cline, I-I Sacramento)
 - d. Chapter 9. As a result of Interim Change 23-03 to DoDFMR Vol. 7A, in Section 4, under Special Pay, added a paragraph for "Creditable Service for Certain Reserve Commissioned Officers" (Change submitted by David Peterson, DFAS); added clarification for calculating commissioned officers active service. (Change submitted by David Peterson, DFAS); inserted clarification in Section 12 under CAREER STATUS BONUS (CSB) (TTC 005) Note 1 for Code '3' (Change submitted by Vic Walker, MISSA); and changed Rule 1 on Table 9-16-CSB (Change submitted by Vic Walker, MISSA).
 - e. Index. Corrected page numbers and updated Index.
3. Point of contact for changes or updates is CWO-3 Brad Acuff, MISSA, e:mail AcuffBJ@MFR.USMC.MIL.

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